

Minutes, University Budget Committee, Jan. 17, 2019.

Regular Members in Attendance: Cindy Elmore, Mark Sanders, Amy Frank, Uduak Akpan, Molly Jacobs, Holly Wei.

Ex-Officio Members in Attendance: Stephanie Coleman, Joe Gaddis, Becky Welch, Sara Thorndike, Susan Chapman.

Guests: Michelle Brooks, currently the Chief-of-Staff for the Health Sciences Division and formerly ECU Director of Strategic Initiatives and Legislative Liaison.

1. The committee meeting was called to order at 2 p.m.
2. Minutes from the November 15th, 2018 meeting were approved.
3. Michelle Brooks, currently the Chief-of-Staff for the Health Sciences Division and formerly ECU Director of Strategic Initiatives and Legislative Liaison, gave a legislative overview. She presented:
 - The roles and responsibilities of the president, the vice president, and the state and federal relations officer (liaison) designated by the chancellor of each campus – dual reporting structure to general administration (GA) and to campus supervisor.
 - Duties of the campus liaison – assist the president and GA with building support for the university's budget request and legislative priorities; serve on the state relations council (SRC) and the federal relations council (FRC); ensure compliance with state and federal lobbying laws; support the campus research officer in pursuing federal grant funds; and coordinate campus visits, presentations, speaking engagements involving state or federal officials.
 - Duties of federal/state relations council – serves as the coordinating body in support of the following activities: development, strategy, and advocacy in support of the university's budget and policy agenda; training on lobbying best practices, policy and funding trends; and compliance with federal disclosure requirements and state ethics law.
 - UNC legislative budget priorities and policy agenda – GA, with input from the SRC and campuses, develop and vet the policy agenda; agenda is discussed, revised and approved by the board of governors committee on public policy; and agenda is discussed, revised, and approved by the full board.
 - Budget process – Biennial session beginning January of odd-numbered years; governor's budget proposal; senate and house alternate initiating the budget; committees given budget targets to develop a budget proposal for their area of jurisdiction; appropriations committee passes consolidated budget which is voted on by that chamber; budget is sent to the other chamber for concurrence; the negotiated budget passed up to Appropriations chairs for further negotiation; and finally governor signs, vetoes, or the bill becomes law without signature.
4. Several guest speakers were suggested for the spring – Stephanie Coleman, Associate Vice Chancellor for Budget & Athletics Fiscal Affairs; Bill Bagnell, Associate Vice Chancellor for Campus Operations; Beverly King, Director of the Institutional Planning, Assessment and Research.
5. The committee discussed the conflicts of meeting time and decided to continue to hold the committee meeting at 2 pm for the Spring 2019 semester.
6. The committee voted to adjourn at 2:50 p.m.